



GUARANTEED EDUCATION TUITION (GET) CANCELLATION AND REFUND POLICY

Revised 1-23-02

Cancellations

- A purchaser may cancel his or her GET account within three working days after the GET Program receives the initial payment. The GET Program will return all of the contributions to the account, *including* the \$50 enrollment fee.
- The purchaser may cancel his or her GET account within six months after the GET Program receives the initial payment. The GET Program will return all of the contributions to the account, *except* the non-refundable \$50 enrollment fee.
- The purchaser may cancel his or her GET account, if the purchaser has paid \$500 or less into his or her GET account. The GET Program would return all of the contributions to the account, *except* the non-refundable \$50 enrollment fee.

Refunds - General

- All refunds will be made according to Washington State statute (RCW 28B.95.110).
- The GET Program Director must approve refunds from accounts older than six months into which the purchaser has paid over \$500.
- Units must have been in a GET account that has been open for two calendar years, determined from the date on which the GET Program receives the enrollment form, the enrollment fee, and the initial payment. Exceptions to the two-year wait may include refunds for death or disability, financial hardship, or misunderstanding of the program.
- If the GET Program Director denies a refund request, the purchaser may submit a letter to the Director within ten days after notification asking for reconsideration. If the Director denies reconsideration, the purchaser may submit a letter to the GET Committee Chair within ten days after notification asking for reconsideration. The GET Committee would then hold a brief adjudicative proceeding during its next scheduled meeting.

Enrollment Fee - The \$50 enrollment fee is non-refundable with the exception of accounts cancelled within 3 days.

Program Penalty – Similar to other federal and state tax advantaged investment programs, the GET Program assesses a penalty when funds are removed for purposes other than higher educational expenses. The program penalty amount is 10% of the increased value of the units held at the time of the refund, or \$100, whichever is greater. In addition, funds so removed from your GET account may be subject to additional taxes and/or penalties by the Internal Revenue Service. Please talk to your tax advisor before requesting a refund to determine any tax ramifications.

Refund Value – Refunds are subject to a cancellation penalty, a cancellation processing fee, and any other outstanding fees that have been assessed but not yet paid. Refunds are made at either the current value, as determined by the governing body, or at the weighted average tuition, when required by statute.

How to Request a Refund

- Only the purchaser may request a refund.
- Purchasers provide an initial request in writing with an original signature stating the reason for the request to the GET Director, P.O. Box 43450, Olympia, WA 98504-3450. The purchaser must also complete a Certification Form, which will be provided by the Program and have it notarized and provide supporting documentation.
- Refund checks are sent to the purchaser unless the purchaser specifies in writing that the refund check should be sent to the student.
- When the legislature established the GET program, they placed in state law (RCW 28B.95.110) specific guidelines to be followed when determining whether to allow a refund from a GET account. In addition to these State regulations, the Internal Revenue Service in IRC §529 gives additional direction for refunding tax-deferred funds placed in college prepaid tuition and savings plans. The GET master contract, which states, “The request for refund must include the information and documentation required by the Program.” was written with these guidelines in mind. Because §529 plans offer tax exemption on all earnings used for educational expenses, the IRS is very specific in how State programs must operate.

Eligible Refunds

<i>Type of Eligible Refund</i>	<i>Refund Value</i>	<i>Program Penalty</i>	<i>IRS Penalty</i>	<i>Administrative Processing Fee</i>	<i>Cancellation Fee</i>	<i>Taxable (Yes/No)</i>
Death	Current Payout Rate	None	None	None	None	Yes
The purchaser must include the student's death certificate with the refund request. The GET Program will refund the money within 90 days of receipt of the certification. No cancellation penalty will be assessed. The refund will be made at the current payout rate, as determined by the governing body.						
Disability	Current Payout Rate	None	None	None	None	Yes
The purchaser must include appropriate documentation from a medical professional demonstrating that the disability prevents the student from attending any institution of higher education. The GET Program will refund the money within 90 days of receipt of certification. No cancellation penalty will be assessed. The refund will be made at the current payout rate, as determined by the governing body.						
Scholarship	Current Payout Rate	None	None	None	None	Yes
The purchaser must produce documentation including the scholarship -awarding entity, the scholarship amount, and the applicable academic term. The refund amount will be up to 125 units per year. The refund may not exceed the scholarship amount. No cancellation penalty will be assessed. The account must have been open for two calendar years. The refund will be made at the current payout rate, as determined by the governing body.						
Graduation or Program Completion	Current Payout Rate	None	10% of the gain	None	None	Yes
The purchaser must provide documentation that the student has graduated or completed the program they were enrolled in. The refund will be on the unused units in the account at the time of certification. No cancellation penalty will be assessed. The account must have been open for two calendar years. The refund will be made at the current payout rate, as determined by the governing body.						
Non-attendance	Weighted Average Tuition (WAT*)	None	10% of the gain	None	None	Yes
The purchaser must certify that the student is 18 years of age or older, and will not attend an institution of higher education. The GET Program will refund the money no sooner than 90 days after the purchaser submits the certification. No cancellation penalty will be charged by the Program, but the IRS may assess a penalty of 10% of the increased value. The account must have been open for two calendar years. The refund will be at the weighted average tuition*.						
Incorrect or misleading information	Current Payout Rate	\$100 or 10% of the gain	10% of the gain	\$1.70 per month an account was open and active	\$10	Yes
If the purchaser provides incorrect or misleading information, the GET Program may close the account. The cancellation penalty will be assessed. The refund will be made at the current payout rate, as determined by the governing body. All fees and penalties will apply.						
Materially Misunderstood the Program	Current Payout Rate	\$100 or 10% of the gain	10% of the gain	\$1.70 per month an account was open and active	\$10	Yes
The purchaser must certify that he or she misunderstood the terms of the GET Program contract. A notarized signature will be required. The cancellation penalty will be assessed. The refund will be made at the current payout rate, as determined by the governing body.						
Financial Hardship	Current Payout Rate	\$100 or 10% of the gain	10% of the gain	\$1.70 per month an account was open and active	\$10	Yes
The GET Program Director will determine financial hardship refund requests on a case-by-case basis. Financial hardship could include job loss, bankruptcy, eviction, or disconnection of utilities. A notarized signature will be required. The cancellation penalty will be assessed. The refund will be made at the current payout rate, as determined by the governing body.						
Other	Current Payout Rate	\$100 or 10% of the gain	10% of the gain	\$1.70 per month an account was open and active	\$10	Yes
The GET Program Director, at his or her discretion, may review and approve refund requests involving exceptional circumstances not addressed in this policy, on a case-by-case basis. A notarized signature may be required. The cancellation penalty will be assessed. The refund will be made at the current payout rate, as determined by the governing body.						

* The amount shall be calculated as the sum of the undergraduate tuition and services and activities fees for each four-year state institution of higher education, multiplied by the respective full-time equivalent student enrollment at each institution divided by the sum total of undergraduate full-time equivalent student enrollments of all four-year state institutions of higher education, rounded to the nearest whole dollar." RCW 28B.95.020(16).